

### **Lomira Farmer's Market Vendor Rules**

1. Market hours during the market season (June 9th-August 11th) will be 5:00 PM-7:30 PM on Thursdays.
2. All vendors will complete a vendor application prior to the first market they plan to attend. Please contact Jenny Priesgen, [jenpriesgen@gmail.com](mailto:jenpriesgen@gmail.com) or 920-960-8732, with questions or to obtain an application.
3. Vendors will notify the market manager of the dates they expect to participate in the market.
4. Vendors will set up their own booth spaces each week, and will check in with the market manager prior to setting up their space. Vendors who plan to attend every week of the market get first priority of booth space. Other vendors will set up in spaces on a "first come, first served" basis.
5. Vendors will plan to set up along the northern perimeter of the park shelter. If additional space is needed, vendors may set up on the grassy areas of the park. Vendors will plan to keep the southern half of the shelter open for community bingo. **Vendors must allow for appropriate distancing between themselves, other vendors, and shoppers.**
6. The Lomira Farmers Market manager reserves the right to limit types of products that are sold at the market. **Typically, we put a limit on certain craft items, MLM vendors, and baked goods.**
7. Vendors agree to clean up their area following each market.
8. Vendors agree to not bring any pets to the market.
9. Vendors will use their own tables, chairs and canopy tents for their booths. Tents should not exceed 10' x 10' unless there is approval by the market manager. **Tents are not required for vendors.**
10. All vendors are encouraged to provide a sign for their booth indicating the name, address, and phone number of their business.
11. Vendors are responsible for any seller's permits needed, if applicable.
12. All vendors are responsible for their own liability insurance.
13. Vendors are encouraged to show respect for the community and other vendors by refraining from smoking and swearing, and by presenting themselves in a manner that best represents their business. If a conflict occurs between vendors, please contact the market manager as soon as possible to resolve the conflict.
14. **Prohibited items for sale:** Alcoholic beverages, soda, water, and rummage items. Cottage food items are allowed as long as they are properly labeled and allowed under WI state statute. All prepared foods must be permissible by state statutes, and must be made or grown by the vendor unless special permission is secured by the market manager. Please see the market manager if you have any questions about items allowed for sale.
15. Vendors are responsible for all local, state and federal sales tax.
16. **Weights and Measures:** Vendors selling produce and herbs will do so in a manner that complies with the WI state statutes regarding weights and measures.
17. **Product Temperatures:** Any meats, cheeses and eggs sold at market will be kept at a temperature considered safe for storage and transporting.